



# City of Loma Linda Official Report

Karen Gaio Hansberger, Mayor  
Floyd Petersen, Mayor pro tempore  
Robert Christman, Councilmember  
Stan Brauer, Councilmember  
Robert Ziprick, Councilmember

COUNCIL AGENDA: May 25, 2004

TO: City Council

VIA: Dennis R. Halloway, City Manager

FROM: Rolland M. Crawford, Director of Public Safety/Fire Chief

SUBJECT: Creation of Position/Job Description for Firefighter/Apprentice

## RECOMMENDATION

That the City Council: Approve the creation of the position of Firefighter/Apprentice, along with the Job Description and pay and benefits schedule.

## BACKGROUND

At the April 27, 2004, City Council Workshop where Fire Protection Services were discussed, the position of "Firefighter/Apprentice" was included as part of the on-duty staffing as part of the "Maximum" level of service. This position will be new to the Fire & Rescue Division, but will work in a similar fashion to the Firefighter/Paramedic Apprentice that was used when we started up our paramedic services in 2000. Each person will be considered as a limited-term employee - appointed to a term of two years (which may be renewed by the Fire Chief) - along with reduced pay and benefits.

## ANALYSIS

We are currently staffing two positions each shift with Paid-Call Firefighter personnel, in order to give a total of eight people on-duty (6 full-time, 2 part-time). There have been some significant problems in filling the positions on an on-going basis. As a result, for the last couple of months (and for the remainder of this fiscal year), we offered the positions to existing personnel who could commit to working a regular schedule with their assigned shift. This arrangement has worked very well, with much more stability and commitment. The Firefighter/Apprentice position will be of benefit to the Department, as well as the employee, by providing individuals who will be committed to a regular schedule.

## ENVIRONMENTAL

None.

## FINANCIAL IMPACT

The proposed hourly rate of \$9.38 per hour will be combined with CalPERS retirement (required for participation in PERS medical insurance plans), Medicare premium, FLSA overtime (required by law) and \$305.15 per month medical insurance premium. Total cost for six individuals will be approximately \$218,000 per year.

CITY OF LOMA LINDA  
FIREFIGHTER/APPRENTICE

DEFINITION

Under general supervision, engages in firefighting operations, emergency medical services (EMS), fire prevention, and other public safety activities; responds to fire alarms and other emergency calls to protect life, property, and the environment; participates in fire station and equipment maintenance, training activities and recordkeeping; and performs such other duties as may be assigned.

CLASS CHARACTERISTICS

The Firefighter/Apprentice positions are assigned to a shift on a 48/96-work schedule.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

1. Responds to fires, fire alarms, emergency medical calls, traffic collisions and other emergency situations.
2. Performs routine equipment and fire station maintenance and repair.
3. Participates in fire safety inspection activity, and in the testing of fire hose and fire hydrants.
4. Conducts fire training; participates in training and fire drills; assists in the conduct of public education programs.
5. Prepares or maintains records of fire operations activity.
6. Operates fire and rescue apparatus.
7. Responds to emergency calls when off duty.

QUALIFICATIONS GUIDELINES

Knowledge, Skills, and Abilities

Considerable knowledge of modern firefighting and emergency medical practices; fire safety inspection methods; routine apparatus and station maintenance and repair.

Ability to learn Department policies; operate motor driven apparatus; perform and instruct others in firefighting, EMS, and inspection tasks; prepare and maintain records and reports; communicate effectively both orally and in writing; establish and maintain cooperative working relationships.

Must possess sufficient strength and stamina to lift and carry equipment and patients; be able to wear self-contained breathing apparatus.

## Special Requirements

Possession of or ability to obtain a valid Class C California driver license, and a satisfactory driving record; must obtain and maintain a Firefighter Restricted Class B Commercial License endorsement within one year of appointment.

Successful completion of a certified Fire Academy, which resulted in eligibility for a California State Fire Marshal's Firefighter 1 Certificate.

Possession of a Firefighter Physical Ability Certificate issued within the last year.

Incumbents must be citizens of the United States, or legally entitled to work in the United States.

Incumbents must be eligible for membership in the Public Employees' Retirement System as a safety member.

Incumbents must refrain from smoking tobacco either on or off duty.

## Working Conditions

Work exposes incumbents to toxic or otherwise irritating substances and/or chemicals; incumbents must be able to perform heavy manual labor and work outdoors in varying weather conditions.